

## Privacy Policy of La Sylvaine and Wendy Bell Schools of Dance (“the Schools”)

The Principal is Blandine Lamaison.

The Privacy Manager is Peter Kolbé who oversees the School’s data protection procedures.

This Notice sets out how the Schools process data in accordance with the General Data Protection Regulation (“GDPR”)

The personal data that we obtain from parents relating to each pupil is generally: Parents’ contact details; pupils full names; date of birth; school attended; relevant medical information. This information is obtained for the sole purpose of maintaining contact with the parents and ensuring that our teachers are aware of any medical condition that may affect the pupil during class (e.g. asthma, dyspraxia, allergies, injury etc.)

The data is securely stored and only shared by the school principal and her administrative staff (secretary and privacy manager), appropriate teachers and when necessary, Dance Examining Bodies or when required by the law in compliance with provisions of GDPR. We do not share personal data with any third party and we do not use this data for marketing purposes. Our Website does not use cookies.

We may use your child’s image on the school’s website, printed publications or social media for promotional purposes. We will not use the personal details or names of any child or adult in a photograph on our website, printed publications and social media.

We do not keep pupil records for ever and delete these records after the pupil ceases dance lessons with us. Parents have a legal right to access all personal information held by us relating to their child(ren)